

OUTLINE OF LECTURE

- I. By way of definition, we shall first examine interview as a generic term.
 - A. The word comes from the French "s'entrevoir," meaning "to visit each other." From this comes Webster's "a meeting face to face; usually a formal consultation." In the transitive, this becomes "to question or converse with, especially in order to obtain information."
 - B. Taking the word first in the more general sense, the interview may be used for several purposes.
 1. It may be to motivate another person's behavior. There are many examples in and out of intelligence of this use.
 2. It may be to impart some information, which in intelligence is usually termed "briefing." Providing a person with facts should enable him better to accomplish his mission. In the case of a collector, those facts may be the requirements you as an analyst have set up.
 3. It may be to obtain information, to gather facts, or, in intelligence terminology, "to debrief." This is the conventional use, coming from Webster's transitive definition. In this sense, the interview fits into the collection phase. This is the way I will discuss it today.
 - C. Oral Collection for intelligence may be done in any one of three different ways (See chart).
 1. Elicitation involves obtaining information without the other person's being totally aware he is giving away information in which you have an interest. An example would be the way a case officer, or agent, would obtain information from an unwitting foreign source.
 2. Interrogation involves controlled or direct questioning, the interviewer having some power to influence the source, such as in interrogating a POW.
 3. By "interview" in the conventional sense, we mean a conversation on a witting basis for the purpose of obtaining information.
 - D. Within CIA, official responsibility has been allocated to different offices for this oral collection.
 1. The DD/P complex takes care of the foreign clandestine oral collection, in whatever sense.

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2. The responsibility for [REDACTED] oral collection, which as you have heard is allocated to the DD/I, is further broken down.
 - a. OCD Liaison has responsibility for officials of other government agencies.

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3. For others, oral collection is irregular and unexpected, but virtually everyone does it at one time or another.

II. Oral Collection, as a device for obtaining as complete, detailed, specific, and accurate information as possible, is subject to several limitations which do not apply to other collection methods (personal observation, documents):

- A. Time: The scope of the problem may unexpectedly exceed allotted time. Unpredictability of person to be interviewed.

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B. [REDACTED]

C. Knowledge - both you and interviewer.

D. Interacting personalities.

1. Interviewer may be prejudiced.

2. Subject may be prejudiced.

3. Subject may not want to give facts.

4. Interviewer may lack sufficient imagination to motivate subject.

5. Personality clash.

E. Lack of control - entirely that of interviewer's personality.

III. Steps to take to prepare.

A. General: interviewing an art not an exact science.

1. Proficiency can be acquired - some of abilities come naturally. Competence can be gained by conscious attention to details of method.

2. General rules and special techniques often help beginner in avoiding mistakes, learning how to conserve effort to focus on essentials, and to get the facts (a la DRAGNET).

B. Brief yourself on person.

1. How?

- a. All records on him.
- b. Acquaintances.
- c. His writings.

2. Result.

- a. Help in interview.
- b. Help evaluate him as an informant - prejudices.

C. Brief yourself on subject.

- 1. Avoid getting previous information (and appearing stupid).
- 2. Avoid "snow."
- 3. Helps in framing questions, especially leads.

D. Prepare an outline.

1. Should be:

- a. Guiding.
- b. Flexible.

2. Helps:

- a. Give you confidence - no embarrassing pauses.
- b. Ensure organization and completeness, prevents tangent-talking.

3. Dangers to watch:

- a. No interrogation.
- b. Some tangents may be helpful.

E. Physical arrangements.

1. Appointment in advance.

- a. His convenience.
- b. Know how much time you'll have (maybe).

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- O. Long interview.
If interview tends to be too long, and if it is possible, break the interview and resume later or at some later date.
- P. Recapitulation.
Recapitulate when possible. This gives an opportunity to check your information and possibly to get additional leads.
- Q. Documents.
Always try to obtain documents if possible.
- R. Check spelling of names and addresses.
- S. Try to conclude interview in the same friendly way you started it - may want to come back.

V. Conclusion of the interview.

- A. Always try to get at least a rough draft written as soon as possible after the interview.
- B. For purposes of self-improvement, take mental inventory of yourself and criticize you own performance after all interviews.
Each of us can always improve.

ORAL COLLECTION

